



City of Tempe

ENGINEERING AND TRANSPORTATION MANAGER - BROADWAY CURVE CONSTRUCTION PROJECT^

JOB CLASSIFICATION INFORMATION

<i>Job Code:</i>	588	<i>FLSA Status:</i>	Exempt
<i>Department:</i>	Engineering and Transportation	<i>Salary / Hourly Minimum:</i>	\$128,743
<i>Supervision Level:</i>	Non-Supervisory	<i>Salary / Hourly Maximum:</i>	\$173,803
<i>Employee Group:</i>	CNS	<i>State Retirement Group:</i>	ASRS
<i>Status:</i>	Unclassified	<i>Market Group:</i>	Sr Civil Engineer+
<i>Drug Screen / Physical:</i>	N	<i>EEO4 Group:</i>	Professionals

DISTINGUISHING CHARACTERISTICS

This position is unclassified / “at-will”, which means the employee or the City can terminate the employment relationship at any time, for any or no reason, with or without cause or notice. Unclassified employees have neither layoff nor merit appeal rights.

This job classification will be abolished / “sunset” when the Broadway Curve project and/or the ADOT position funding concludes.

REPORTING RELATIONSHIPS

Receives direction from senior management within Transportation and Engineering Department.
Provides technical and functional direction over professional and technical staff.

MINIMUM QUALIFICATIONS

<i>Experience:</i>	Four years of increasingly responsible professional transportation and/or community planning experience.
<i>Education:</i>	Bachelor’s degree from an accredited college or university with major course work in traffic engineering, transportation planning, community planning or degree related to the core functions of this position. A Master’s degree is preferred.
<i>License / Certification:</i>	Possession of a valid driver’s license.

ESSENTIAL JOB FUNCTIONS

Essential job functions are the fundamental duties of a position: the things a person holding the job absolutely must be able to do.

To actively support and uphold the City's stated mission and values. ADOT is undertaking a major construction project in the spring of 2021 to widen I-10 through the Broadway Curve. This position provides support to ADOT and its selected Contractor Team throughout the design and construction project. The staff member would be co-located in the project team office to be readily available for reviews, meetings, design input, and construction coordination. This position would be the bridge between ADOT and its selected Contractor Team and the City.

OTHER DUTIES AS ASSIGNED

Please note this job description is not designed to cover or contain a comprehensive listing of all activities, duties, or responsibilities that are required of the employee for this job. Duties, responsibilities and activities may change at any time with or without notice.

- Know how the city handles technical issues and be able to coordinate with various city departments in to review issues/designs and get sign off.
- Establish good working relationships with ADOT and the Contractor and have strong communication skills.
- Read and interpret construction plans and specifications.
- Understand Traffic Engineering guidelines and processes.
- Know and understand the MUTCD, Traffic Barricade Manual, City Design Standards, and MAG Standard Details.
- Understand the roles of MAG and FHWA on this project.
- Know and understand the City of Tempe Traffic Barricade Manual and be able to enter traffic control plans (TCPs) into the Accela permit database.
- Respond to requests for lane closures, ramp closures, and detour routing taking into account the interests of Tempe residents and businesses.
- Understand the basics of the City's signal operating system.
- Attend all project meetings including technical, design, construction, and public involvement. Understand the City's criteria, guidelines and policies (in general terms) and know who to go to for answers (quickly) travel to/from meetings and various locations.
- Respond to permitting questions.
- Be familiar with the Project IGAs and MOUs.

PHYSICAL DEMANDS AND WORK ENVIRONMENT

- Travel to/from meetings and various locations;
- Operate city vehicles (cars and trucks);
- Climb stairways, ladders, and work on elevated structures;
- Traverse uneven surfaces;
- Traverse long distances during workday with or without an accommodation;
- Work in a stationary position for considerable periods of time;

- Operates computers, calculators and other office machines;
- Extensive reading and close vision work;
- Exposure to heat, cold, dampness, dust, pollen, odors, fumes, etc.;
- Exposure to hazards of electrical shock, falls, noise, equipment operation, etc.;
- May require working extended hours;
- May work alone for extended periods of time.

COMPETENCIES

<i>CLASSIFICATION LEVEL</i>	<i>INCLUDES</i>	<i>COMPETENCIES</i>
Foundational	All Employees	Inclusion, Communication, Interpersonal Skills, Integrity, Professionalism, and Willingness to Learn
Non-Supervisory	In Addition >	Teamwork, Customer Service, Initiative, and Dependability / Reliability
Supervisory	In Addition >	Staffing, Monitoring Work, Delegating, Development / Mentoring, and Support Others
Manager	In Addition >	Preparing / Evaluating Budgets, Monitoring / Controlling Resources, and Motivating / Inspiring
Deputy Director	In Addition >	Entrepreneurship and Networking
Director	In Addition >	Organizational Vision
<p><i>For more information about the City of Tempe's competencies for all classifications:</i> City of Tempe, AZ : Competencies</p>		

JOB DESCRIPTION HISTORY

Effective January 2021